Welcome to your Advanced Clinical Year (Senior Year)! Registration for Advanced Clinical Year coursework involves:

1. Registration of Primary Care II (PRIM 4003) and Emergency Medicine (EMED 4701) Clerkships
2. Registration of a required Subinternship in either Internal Medicine (MEDI 4100) or Pediatrics (PEDS 4400)
3. Registration of Diagnostic Radiology (RADI 4550)
4. Registration of 2-weeks of an ICU experience (here or at an away institution)
5. Registration of a 4-week Selective (translational sciences-TSEL) experience
6. Registration of 16-weeks of Electives

*** Please refer to the Distribution of Requirements for details about the requirements. ***

7. Submission of a signed Clinical Schedule Planner

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Starting Monday, March 4-March 15, 2019, you will register for your Fall 2019 and Spring 2020 courses. This is coursework that will begin July 2019 – May 2020. Click here for the calendar dates.

All eligible students have been assigned a time ticket for the Fall 2019 semester and a different time ticket for the Spring 2020 semester. Please make sure to check both terms as they will be different.

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PLEASE NOTE: Remaining Core Year Experiences
If you have any remaining Core Year experiences that have not yet been scheduled, contact Ms. Shonbrun in the Office of the Registrar immediately.

On-line Registration

Students who are active, eligible and who do not have a hold on their record beginning March 4th will access myDownstate and click on “Banner Self Service”. Use your NetID and Password to log in.

On-line registration will remain available until March 15th. After this date, you will need to use an add/drop form for all add/drop transactions for the Spring 2019 and Fall 2019 semesters. Spring 2020 on-line registration will reopen on May 1st and will remain open until September 30, 2019, after which all on-line registration will end.

PLEASE NOTE: On Line Registration for Primary Care II, required Emergency Medicine Clerkship and the Medicine or Pediatrics Required Subinternship (MED/PEDS) ends on March 15th. All subsequent changes will require an add/drop form.

Selecting Primary Care II/Emergency Medicine/Diagnostic Radiology/Required Subinternship (MED/PEDS)

You are registering for the rotation you want NOT the site. You will be canvassed at a later date by the individual department for your site preferences.
Course Reference Numbers

It is very important to note that Course Reference Numbers (CRNs) are term specific. This means that a CRN in the spring semester can be a completely different course in the fall semester. Pay attention to the term and the course you want. Make sure to check your registration carefully. It is your responsibility to register for the correct requirements.

All students must register for one of the required Subinternships sometime throughout your Advanced Year (MS4). You are registering for the rotation you want NOT the site. You are registering for the “month” in which you would like your Subinternship ONLY even though there is a default site associated with each section. The individual department will contact you directly for site preferences.

Selecting Electives/TSELS

In addition to the required Primary Care II/EMED clerkships and your required SubI in Internal Medicine or Pediatrics, all students must take:

16 Weeks of Electives (see electives distribution)
   4 weeks of Diagnostic Radiology (RADI 4550) – April is your only available month during the Sp. 2019 semester.
   4 Weeks of TSELS (Translational Sciences) – Read our Guide to the Translational Science Selective (TSEL) Requirement
   2 Weeks of ICU (either here or at an away institution)

Selectives or TSELS are marked as “SEL” and most have a course number that begins with a “T”. All students are required to register for at least four weeks from the Selective category. That means you can take two 2-week selectives or one full month selective.

Course Catalog

The online course sections listings will be updated throughout the registration period. It is important to read the course descriptions also, which can be found within Banner Self-Service. Please note that the course catalog is subject to change without notice throughout the academic year.

You will enter the 4-digit “CRN” to register for your course. The CRN identifies the section. CRN’s are specific to a particular semester. Therefore, please make sure you are in the correct term for which you are attempting registration and have identified the correct CRN.

Clinical Schedule Planner

You will submit your completed Clinical Schedule Planner signed by your clinical assistant dean by March 15th, 2019. Otherwise, your schedule may be dropped.

Other Scheduling Options

- All other registrations (i.e. research electives, off-campus electives, tailor-made electives, etc.) are done by using the “Proposal for Extramural/Tailor-Made Elective Form.” Make sure to read the instructions very carefully for getting credit for these experiences. All course registration must be completed PRIOR to starting a course. NO RETROACTIVE CREDIT WILL BE GRANTED. THERE ARE NO EXCEPTIONS.
- Changes to the required Emergency Medicine clerkship and Primary Care II after March 1st can be made by completing a Request for Clerkship Change Form pending availability. Signature of the Course director is required.
- Changes to required Clerkships cannot be made on-line.

All forms can be found at http://sls.downstate.edu/registrar/forms.html
A Few Important Notes

- Spring 2019 consists of April, May and June 2019. Click here for the calendar dates.
- The required selective must be one that is found in our course catalog.
- With prior permission, you may take your required Primary Care II required clerkship or your ICU elective at an away institution. It will NOT count against the 8 week maximum of away electives.
- You are not registering for your sites unless otherwise noted (exception: Req Subl).
- When taking Away Electives, Research Electives and Tailor-Made Electives you must follow instructions for receiving credit and submit the completed form at least one month prior to start date. Otherwise late fees are assessed. NO CREDIT WILL BE GRANTED IF THESE COURSES ARE NOT ON YOUR SCHEDULE BEFORE THE START DATE! There are no exceptions.

If you have questions about what to register for in the Spring 2019 semester, some suggestions are:

- Taking April 2019 off to study and take Step 2 CK is strongly encouraged.
- Taking required courses like Primary Care II, or the required Emergency Medicine clerkship.
- Taking your required Subl in Internal Medicine or Pediatrics if you are going into one of those fields.
- Taking an elective in an area of interest.

Questions?

If you have registration questions, you may:

1. Visit the Office of the Registrar. Registrar staff will review how to use myDownstate Banner Student Information System and assist you with registering for classes.
2. E-mail registrar@downstate.edu. Please be specific regarding your question(s) and the best way to reach you, and we will respond as soon as possible.
3. Call us at (718) 270-1107. Please note that some issues may not be resolved immediately, and we may have to take your information and call you back.
### SENIOR YEAR REGISTRATION TIMELINE

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
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<tbody>
<tr>
<td>3/4/2019</td>
<td>On-Line Registration begins for Fall 2019 and Spring 2020 semesters by time-tickets (if no holds)</td>
</tr>
<tr>
<td>3/15/2019</td>
<td>On-line registration ends for all terms</td>
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<tr>
<td>3/15/2019</td>
<td>Clinical Schedule Planner Due Signed by Clinical Assistant Dean</td>
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<tr>
<td>5/1/2019</td>
<td>Schedule changes (Add/Drop) for Fall 2019 and Spring 2020 begin</td>
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